



## **RECRUITMENT FIRE CHIEF Town of Eagar, Arizona**

### **RESPONSIBILITIES**

Under limited direction, plans, organizes, directs, and controls the activities and personnel of the Fire Department. This is an executive position in the Fire Department and reports to the Town Manager.

### **QUALIFICATIONS**

- Knowledge of department policies and procedures, safe firefighting techniques and procedures.
- Knowledge of town policies and ordinances.
- Knowledge of supervisory principles, practices, and methods.
- Knowledge of budget preparation, bid and purchasing procedures and expense control.
- Knowledge of interpersonal skills using tact, and diplomacy.
- Knowledge of hazardous chemicals and materials, first aid and CPR.
- Skill in the care, maintenance and safe operation of firefighting equipment and vehicles.
- Skill in interpreting laws and regulations, making decisions, maintaining composure, and working effectively under stressful conditions and emergency situations.
- Skill in effectively supervising, leading, and delegating tasks and authority.
- Skill in reviewing and preparing narrative and statistical reports and records.
- Skill in interpreting and applying rules, regulations, policies, and procedures.
- Skill in operating motor vehicles during emergency, high-risk situations.
- Skill in interacting with people of different social, economic, and ethnic backgrounds.
- Skill in establishing and maintaining effective working relationships with co-workers and the public; providing effective customer service and dealing tactfully and courteously with the public.
- Skill in operating a personal computer and software applications with speed and accuracy not limited to word processing, spreadsheets, data base software, 10-key calculator, phone, copy machine, scanner.
- Skill in communicating clearly and concisely, both verbally and in writing.

**Education, Experience, Certifications and Licenses:**

- Bachelor degree in Fire Science or related field
- Five years experience as Acting Captain or Captain
- Arizona Fire Inspector I and Fire Instructor I Certification.
- Must possess Arizona Driver's License. Class requirement will be based upon current Arizona Laws for operating emergency vehicles

**EVALUATION**

Evaluation will be based on applicants resume, written materials and interviews. In your resume please describe your experience as it relates to the responsibilities indicated in this description. If selected as a finalist, the information you submit is subject to public disclosure.

**APPLY**

All qualified candidates are encouraged to apply by January 12, 2022 first review, open until filled. To apply please submit application and resume by e-mail to Town Clerk, Jessica Vaughan at [j.vaughan@eagaraz.gov](mailto:j.vaughan@eagaraz.gov) or mail to P.O. Box 1300 Eagar, AZ 85925 Attn: Jessica Vaughan

**SALARY**

Depends on Qualifications

The Town of Eagar is an Equal Opportunity Employer.

**About the Town of Eagar**

Nestled at the base of the White Mountains in northeastern Arizona, the Town of Eagar serves as a central point to the region's recreational opportunities. Whether it's the winter skiing, fall colors, warm spring weather, or cool summer nights, Eagar is a natural choice for tourists. Recreational activities include downhill and cross country skiing, hunting, hiking, biking, golfing, camping, fishing, picnicking, ATV trails, bird watching, and general sightseeing. A low crime rate, small town atmosphere, easy access to major transportation hubs, and an affordable quality of life make Eagar a popular choice for both business and residential relocation.

In the late 1800's the Eagar family homesteaded this part of northeastern Arizona among the tall ponderosa pines. Central to several small homesteads, the town was formed under the name "Union" as a symbol of the unity among the small settlements in the area. Incorporated in 1948, the town changed its name back to Eagar in honor of the original homesteaders. Along with its neighbor Springerville, the two communities are collectively known as the Round Valley.

**Location**

The Town of Eagar is located in the northeastern portion of Arizona, approximately 15 miles west of the Arizona-New Mexico border. Eagar is approximately 4 hours from Phoenix through the tall pines and majestic view of the Mogollon Rim, or 2-1/2 hours from Flagstaff through the scenic southwestern scenery of the Painted Desert and Navajo Nation.





### **Economy**

At an elevation of 7,000 feet, Eagar lies at the crossroads of several major thoroughfares in northeastern Arizona. Today, natural resources are still a part of the community's industries. Two power plants and the timber-related industry form a substantial portion of the town's employment base, while ranching, retail, and industries in support of the popular tourist trade help to diversify the town's economy. Eagar, like all of Southern Apache County, is a designated Enterprise Zone, which can mean substantial tax savings for businesses expanding or relocating in the region.

### **Education**

The Eagar area offers excellent K-12 educational services through the Round Valley Unified School District and higher educational opportunities that produce a steady flow of qualified entrants in the workforce. Among these opportunities, Northland Pioneer College offers a variety of associate's degree programs.

### **Employee Benefits**

The Town of Eagar offers an excellent benefits package, including medical, dental, vision, and prescription coverage. The Town also offers life insurance, long-term disability coverage, and an Employee Assistance Program. Retirement is provided through the Arizona State Retirement System and employees can participate in an optional 457 Plan. The Town operates on a four-day work week schedule with ten paid holidays per year. Vacation and sick leave programs are based on length of service.

